



Star-Quality
Child Care Program
Report Card For
Child Care Centers

Issued To:

Facility: _____

Date: _____

Accredited by: _____





Tennessee Department
of Human Services

Star-Quality Child Care Program Report Card For Child Care Centers

Facility Name:

Date:

Accredited by:

OVERALL
RATING

<div><div></div><div>DIRECTOR QUALIFICATIONS</div></div>	<div><div></div><div>PROFESSIONAL DEVELOPMENT <small>Qualifications of Teaching Staff*</small> <small>Paid staff that work with children and are used to meet adult:child ratios</small></div></div>	<div><div></div><div>COMPLIANCE HISTORY</div></div>	<div><div></div><div>PARENT/FAMILY INVOLVEMENT</div></div>	<div><div></div><div>RATIO AND GROUP SIZE</div></div>	<div><div></div><div>STAFF COMPENSATION</div></div>	<div><div></div><div>PROGRAM ASSESSMENT</div></div>																											
T H R E E S T A R R A T I N G																																	
<div><input type="checkbox"/> 20 hours of training annually, including the minimum training hours required to meet existing Department licensing requirements.</div> <div><input type="checkbox"/> 1 of the following:<ul style="list-style-type: none">High school diploma or its equivalent with Child Development Associate credential or equivalent and 7 years of experience administering an early care and/or education program; orAssociates Degree in a relevant area (including early childhood education, child development, education, liberal arts, business administration, human ecology and/or consumer sciences) and 4 years experience administering an early care and/or education program; orBachelor's Degree or higher in a relevant area (including early childhood education, child development, education, liberal arts, business administration, human ecology and/or consumer sciences) and 2 years experience administering an early care and/or education program.</div>	<div><input type="checkbox"/> All paid staff that work with children and are used to meet adult:child ratios have high school diploma or its equivalent.</div> <div><input type="checkbox"/> Agency has a written plan for transitioning children affected by teaching staff turnover.</div> <div><input type="checkbox"/> All teaching staff receive at least 6 hours of annual training in addition to the training required by Department licensing regulations.</div> <div><input type="checkbox"/> 50% of teaching staff have 1 of the following:<ul style="list-style-type: none">4 years experience in an early care and/or education program and documented enrollment in TECTA Orientation, a Tennessee Technology Center, or equivalent training as recognized by the Department; or3 years experience in an early care and/or education program and a Child Development Associate credential or equivalent; or2 years experience in an early care and/or education program and a Child Development Associate credential or equivalent; or1 year experience in an early care and/or education program and Associate's Degree in a relevant field; orBachelor's Degree or higher in a relevant field.</div>	<div><input type="checkbox"/> During the previous licensing year, the agency shall not have been placed on probation, or had all or any part of its license suspended, or received a major civil penalty, or received more than 3 minor civil penalties.</div>	<div><input type="checkbox"/> Provides a bulletin board for communications/announcements to parents.</div> <div><input type="checkbox"/> Offers 1 group parent meeting per licensing year to all families receiving service.</div> <div><input type="checkbox"/> Offers 1 parent/teacher conference per year for each child receiving service.</div> <div><input type="checkbox"/> Provides a monthly newsletter designed for parents.</div> <div><input type="checkbox"/> Offers 1 parent educational workshop per licensing year for all families receiving service.</div> <div><input type="checkbox"/> Maintains a Parent Advisory Council which meets at least 2 times per year.</div>	<div><input type="checkbox"/> *Meets the following ratios and group sizes:<table><thead><tr><th>Age</th><th>A:C Ratio</th><th>Group Size</th></tr></thead><tbody><tr><td>Infant</td><td>1:4</td><td>8</td></tr><tr><td>Toddler</td><td>1:4</td><td>12</td></tr><tr><td>2 yrs.</td><td>1:5</td><td>10</td></tr><tr><td>3 yrs.</td><td>1:8</td><td>16</td></tr><tr><td>4 yrs.</td><td>1:13</td><td>20</td></tr><tr><td>5 yrs. 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(not in kindergarten)	1:15	20	K-8 yrs.	1:17	25	9-12 yrs.	1:19	25	<div><input type="checkbox"/> Provides an employee pay scale for all staff.</div> <div><input type="checkbox"/> Provides a pay scale for teaching staff that is related to the employee's education, training, and experience in child care/education.</div> <div><input type="checkbox"/> Provides at least 4 of the following employee benefits listed below:<ul style="list-style-type: none">Payment of individual professional membership or association fees;Insurance supplement;Paid leave (e.g. sick, vacation, holiday, personal, family, bereavement);Reduced fee to staff for child care services;Money or Cash Equivalent bonuses (e.g. Gift Cards);Insurance (e.g. health, life, accident, disability, dental, vision);Tuition for academic education;Paid participation in staff development/training (within federal & state labor and work laws);Retirement fund (e.g. 401k);Flextime (within federal & state labor and work laws);Differential shift pay.</div>	<div><input type="checkbox"/> Selected rooms or groups in this child care center were assessed by trained observers using a scale that indicates the level of quality in the room or group as being either "Inadequate," "Minimal," "Average," "Good" or "Excellent." Based on the results of this assessment, the indicated level of quality observed in this child care center was at least GOOD or higher as compared to national findings.</div> <div><input type="checkbox"/> Following the initial agency assessment, has developed an improvement plan based upon the agency's Assessment Results.</div>
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<div><input type="checkbox"/> High school diploma or its equivalent.</div> <div><input type="checkbox"/> 30 hours of pre-service orientation training, including age specific training, inclusion of children with special needs and business/management administration.</div> <div><input type="checkbox"/> 8 years of experience in early care and/or education, with 4 years experience administering an early care and/or education program.</div>	<div><input type="checkbox"/> All paid staff that work with children and are used to meet adult:child ratios have high school diploma or its equivalent.</div> <div><input type="checkbox"/> 25% of teaching staff have 1 of the following:<ul style="list-style-type: none">3 years of experience in early care and/or education and 30 hours of training through TECTA Orientation, a Tennessee Technology Center, or, as recognized by the Department, equivalent training on a standardized curriculum specific to age group/setting which includes working with children with special needs, or documented enrollment therein; orInstructor documentation of enrollment in a Child Development Associate program.</div> <div><input type="checkbox"/> All teaching staff receive annually a minimum of 3 hours training in excess of the training hours required by Department regulations.</div>	<div><input type="checkbox"/> During the previous licensing year, the agency shall not have been placed on probation, or had all or any part of its license suspended, or received a major civil penalty, or received more than 4 minor civil penalties.</div>	<div><input type="checkbox"/> Provides a bulletin board for communications/announcements to parents.</div> <div><input type="checkbox"/> Offers 1 group parent meeting per licensing year to all families receiving service.</div> <div><input type="checkbox"/> Provides a quarterly newsletter designed for parents.</div> <div><input type="checkbox"/> Offers 1 parent/teacher conference per year for each child receiving service.</div>	<div><input type="checkbox"/> *Meets the following ratios and group sizes:<table><thead><tr><th>Age</th><th>A:C Ratio</th><th>Group Size</th></tr></thead><tbody><tr><td>Infant</td><td>1:4</td><td>8</td></tr><tr><td>Toddler</td><td>1:5</td><td>10</td></tr><tr><td>2 yrs.</td><td>1:6</td><td>12</td></tr><tr><td>3 yrs.</td><td>1:9</td><td>18</td></tr><tr><td>4 yrs.</td><td>1:15</td><td>20</td></tr><tr><td>5 yrs. (not in kindergarten)</td><td>1:19</td><td>20</td></tr><tr><td>K-8 yrs.</td><td>1:18</td><td>25</td></tr><tr><td>9-12 yrs.</td><td>1:20</td><td>25</td></tr></tbody></table><div>*ADULT:CHILD RATIOS IN MULTI-AGE GROUPING <small>The adult:child ratio in a multi-age grouping shall be determined by the age of the majority of the children in the group unless the group contains an infant, in which case the adult:child ratio for infants shall always be maintained. If the ages of the children are evenly divided and thus there is no majority age, the adult:child ratio for the group shall be set by the adult:child ratio required in a single age grouping of the youngest child in the group.</small></div></div>	Age	A:C Ratio	Group Size	Infant	1:4	8	Toddler	1:5	10	2 yrs.	1:6	12	3 yrs.	1:9	18	4 yrs.	1:15	20	5 yrs. (not in kindergarten)	1:19	20	K-8 yrs.	1:18	25	9-12 yrs.	1:20	25	<div><input type="checkbox"/> Provides an employee pay scale for teaching staff.</div> <div><input type="checkbox"/> Provides at least 3 of the following employee benefits listed below:<ul style="list-style-type: none">Payment of individual professional membership or association fees;Insurance supplement;Paid leave (e.g. sick, vacation, holiday, personal, family, bereavement);Reduced fee to staff for child care services;Money or Cash Equivalent bonuses (e.g. Gift Cards);Insurance (e.g. health, life, accident, disability, dental, vision);Tuition for academic education;Paid participation in staff development/training (within federal & state labor and work laws);Retirement fund (e.g. 401k);Flextime (within federal & state labor and work laws);Differential shift pay.</div>	<div><input type="checkbox"/> Selected rooms or groups in this child care center were assessed by trained observers using a scale that indicates the level of quality in the room or group as being either "Inadequate," "Minimal," "Average," "Good" or "Excellent." Based on the results of this assessment, the indicated level of quality observed in this child care center was between AVERAGE and GOOD as compared to national findings.</div> <div><input type="checkbox"/> Following the initial agency assessment, has developed an improvement plan based upon the agency's Assessment Results.</div>
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<div><input type="checkbox"/> High school diploma and 4 years full-time work experience with young children.</div> <div><input type="checkbox"/> 4 hours of pre-employment training.</div> <div><input type="checkbox"/> 30 hours TECTA (Tennessee Early Childhood Training Alliance) or comparable training, or 4 years of college and one year full-time work experience with young children; or 2 years of college with at least 30 hours in business or management, child or youth development, early childhood education or related field, and 2 years full-time work experience with young children; or was employed as an on-site director or child care agency owner as of July 1, 2000.</div>	<div><input type="checkbox"/> First year: Completion of 18 hours of in-service training including 2 hours of pre-service training within the first 30 days, an additional 6 hours within the first 6 months, and the remaining 10 hours before the end of the first year.</div> <div><input type="checkbox"/> After first year: Completion of 12 hours of training annually.</div> <div><div>RELEVANT FIELD</div><div><small>A degree in early childhood education, child development, education, liberal arts, business administration, human ecology and/or consumer sciences, or a degree in any field with a minimum of 6 semester hours in any of the fields listed herein.</small></div><div><small>* Exception for supervised students in a co-op program</small></div></div>	<div><input type="checkbox"/> Agency is currently licensed.</div>	<div><input type="checkbox"/> Provides written policies and procedures at time of admission.</div> <div><input type="checkbox"/> Requires preenrollment visit by parent or designee.</div> <div><input type="checkbox"/> Maintains a plan for regular and ongoing communication with parents concerning curriculum, changes in personnel, planned changes affecting children's routine care.</div> <div><input type="checkbox"/> Conducts an awareness program for parents once a year that includes a child abuse prevention component, with information on the detection, reporting, and prevention of child abuse in centers and in the home.</div>	<div><input type="checkbox"/> Required ratios and group sizes (Single Age Grouping):<table><thead><tr><th>Age</th><th>A:C Ratio</th><th>Group Size</th></tr></thead><tbody><tr><td>Infant</td><td>1:4</td><td>8</td></tr><tr><td>Toddler</td><td>1:7</td><td>14</td></tr><tr><td>2 yrs.</td><td>1:8</td><td>16</td></tr><tr><td>3 yrs.</td><td>1:10</td><td>20</td></tr><tr><td>4 yrs.</td><td>1:15</td><td>20</td></tr><tr><td>5 yrs. (not in kindergarten)</td><td>1:20</td><td>20</td></tr><tr><td>K & Above</td><td>1:25</td><td>25</td></tr></tbody></table></div>	Age	A:C Ratio	Group Size	Infant	1:4	8	Toddler	1:7	14	2 yrs.	1:8	16	3 yrs.	1:10	20	4 yrs.	1:15	20	5 yrs. (not in kindergarten)	1:20	20	K & Above	1:25	25	<div><input type="checkbox"/> No minimum licensing standard.</div>	<div><input type="checkbox"/> No minimum licensing standard.</div>			
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HIGHER QUALITY STANDARDS

BETTER

MINIMUM STANDARDS